

Dr. Steve Gallon III, Board Member

**SUBJECT: ANNUAL PERFORMANCE PLANNING, ASSESSMENT, AND EVALUATION**

**COMMITTEE: PERSONNEL, STUDENT, SCHOOL, AND COMMUNITY SUPPORT**

**LINK TO STRATEGIC BLUEPRINT: HIGHLY EFFECTIVE TEACHERS, LEADERS, AND STAFF**

The Miami-Dade County Public Schools is committed to the highest levels of accountability, performance, and continuous improvement. In doing so, it realizes that the most effective means to ensure the overall performance of the school district, the achievement of clearly defined and measurable organizational goals, and the continuous improvement of student learning and closing of the achievement gap, is to establish, implement, monitor, and evaluate the performance of teachers, school and district leaders, and related employees and staff.

Research and best practices have both consistently concluded that performance evaluations are one of the most important communication tools an organization can use and benefit both the employee and employer. In highly effective schools, school districts, and organizations that are committed to the continuous growth and improvement of their employees, evaluations are consistently done and are usually completed at the end of the year. In fact, in M-DCPS, annual evaluations, as used with teachers, principals, school and district leaders, and employees, not only provide a means and mechanism to comply with state statutes and district policies, but an invaluable opportunity to provide feedback, recognize and commend quality performance, and through open, honest and genuine dialogue, set clear expectations for future job performance. Annual evaluations also provide a time to have candid conversations about performance that is lacking and how performance can be improved. A commitment to a process and practice of annual evaluations must be modeled by and manifested at all levels of the school, school district, or organization.

The School Board of Miami-Dade County, Florida is charged with hiring, assessing, and evaluating the performance of those individual positions that report directly to it. Presently, pursuant to current M-DCPS Board Policy, Florida state statutes, existing employment agreements, and/or the current organizational structure of the District, the School Board Attorney, Chief Auditor, and Superintendent are the only positions that report directly to the Board. Notwithstanding applicable state statutes and Board Policy, contractual provisions outlined in each Employment Agreement for the aforementioned positions identify and establish processes for the Annual Evaluation.

In part, these provisions state that:

"Annually, prior to the end of each fiscal year, the Board may evaluate the (title) performance of his duties. The Board shall provide the (title) periodic opportunities to discuss (title) Board relationships and each Board member may meet individually with the (title) to inform the (title) from time-to-time of any inadequacies in such relationships perceived by the Board member, and to advise of those areas of the (title) job performance deserving of commendation and accolades."

They further state that:

"The (title) and Board shall mutually develop an evaluation format and an evaluation form acceptable to both parties for use in the evaluation of the (title). For each year subsequent to the first year of this Agreement, the Board and (title) shall develop and amend the evaluation format and evaluation form at the time the Board establishes the goals and objectives for the upcoming year."

Lastly, they state that:

"Not later than thirty (30) days prior to June 1 of each year, the (title) shall submit to the Board a written self-assessment of his performance in meeting the established goals and objectives and his total performance. The (title) shall be provided an opportunity to discuss his self-assessment with the Board."

As the School Board of Miami-Dade County, Florida has the ultimate accountability role in ensuring that all applicable laws, policies, practices, and processes governing the assessment and evaluation of teachers, principals, school and district leaders, and employees are implemented appropriately and consistently, it bears the sole and ultimate authority and responsibility to ensure the same, as outlined in state statutes, Board Policy, and contractual provisions outlined in each Employment Agreements for those positions that report directly to it.

This item seeks to ensure that any and all provisions governing the annual evaluation of positions that report directly to the Board are implemented, as may be required by state statute and/or Board policy, but specifically, as stipulated in each Employment Agreement regarding the same. This will ensure that the Board demonstrates and models its commitment to and upholds its obligation in the adoption and implementation of best practices, accountability, performance accountability, and continuous improvement with respect to those positions that report directly to the Board.

This item has been reviewed by the Board Attorney's Office for legal sufficiency.

**ACTION PROPOSED BY  
DR. STEVE GALLON III:**

That The School Board of Miami-Dade County, Florida implements provisions outlined in applicable Board Policy, Florida state statutes, existing Employment Agreements, and/or the current organizational structure of the District as they pertain to the assessments and annual evaluation of the School Board Attorney, Chief Auditor, and Superintendent, and direct the School Board Attorney, Chief Auditor, and Superintendent to:

1. Meet individually with individual Board members to discuss Board Relationships and to discuss any inadequacies in such relationships perceived by the Board member, and to advise of those areas of the job performance deserving of commendation and accolades, as well as set goals and objectives for each subsequent year;
2. Develop and submit to each Board member an evaluation format and evaluation form to be used and/or amended in the annual evaluation for review, feedback, and mutual agreement, and consolidate into final format and form;
3. Submit to the Board, not later than thirty (30) days prior to June 1, a written self-assessment of performance in meeting the established goals and objectives and total performance; and
4. Implement the aforementioned process for annual evaluation, as stipulated in the Employment Agreement no later than June 30, 2018, and for each subsequent year through the term of the existing, amended, and/or extended Employment Agreement, notwithstanding the removal of any of the abovementioned terms being modified and/or removed.